



City of Freeport
REGULAR COUNCIL MEETING
6:30 p.m./Council Chambers/Freeport City Hall
February 22, 2018 Agenda

I. Meeting Opened

The February 22, 2018 Regular Council Meeting was called to order at 6:30 p.m. by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

Council Members present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilwoman Kasey Cuchens, Councilman Eddie Farris, Councilwoman Amanda Green, and Councilman William “Boots” McCormick

Staff present: City Clerk Rebecca Podraza, City Attorney Clay Adkinson, Finance Officer Sara Bowers, Planning Director Latilda Hughes-Neel, Planning Technician Elizabeth McCombs, Water Supervisor Larry Tuggle, Sewer Lead Operator Bridget Hilgenberg, City Engineer Cliff Knauer, and City Engineer William Menadier.

II. Invocation and Pledge of Allegiance

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

III. Recognition of Guests: None

IV. Public Comment on Consent Agenda: None

V. Approval of Consent Agenda

1. Bills Paid
2. Revenue and Expenditures for January 2018
3. February 13, 2018 Regular Council Meeting Minutes

Council Action: Councilwoman Cuchens made a motion to approve the Consent Agenda as presented. Councilman Farris seconded the motion. All ayes, (Brannon, Cuchens, Farris, Green, McCormick); motion carried.

VI. Consideration of Additions/~~Deletions~~ to Agenda

Additions:

- Councilwoman Cuchens – Review of Code
- Councilman McCormick – Splash Pad
- Councilman McCormick – Sewer Plant

~~Deletions:~~ None

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In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk’s office at 850-835-2822 by 5:00 p.m. on the day prior to the meeting.

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Florida Statutes).



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VII. Approval of Agenda with Additions/Deletions

Council Action: Councilwoman Cuchens made a motion to approve the Agenda with specified Additions and Deletions as presented. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Cuchens, Farris, Green, McCormick); motion carried.

VIII. Staff Reports

A. City Clerk Matters: None

B. Finance Department: None

C. Planning & Zoning Dept.: None

D. Legal Matters

- City Attorney Clay Adkinson updated the Council on the Brandon Oaks Septic to Sewer Interlocal Agreement with Walton County. Council directed Legal Staff and the Mayor to meet with the County Attorney, and County Administrator Mr. Larry Jones, to add more detailed verbiage to protect the City regarding the eighteen (18) month completion date, as defined by acts or omissions unrelated to the City or County's responsibility. Attorney Adkinson will report back to Council at the next Council Meeting March 13, 2018.

E. Parks Dept.

1. Department of Corrections Contract

Council Action: Councilman McCormick made a motion to table the Department of Corrections Work Squad Contract until the next Council Meeting on March 13, 2018 at 9:00 am. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Cuchens, Farris, Green, McCormick); motion carried.

F. Engineering

1. Brandon Oaks Water Main Extension Proposal

Council Action: Councilman McCormick made a motion to approve the Brandon Oaks Watermain Extension Proposal presented by Dewberry Preble-Rish for a total amount of \$10,000.00. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Cuchens, Farris, Green, McCormick); motion carried.

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2. WWTP Survey Proposal – RIB Evaluation

Council Action: Councilwoman Brannon made a motion to approve the WWTP Rapid Infiltration Basin Survey Proposal presented by Dewberry Preble-Rish, for a total amount of \$3,500.00. Councilwoman Cuchens seconded the motion. All ayes, (Brannon, Cuchens, Farris, Green, McCormick); motion carried.

G. Water Dept.: None

H. Sewer Dept.

1. Reclaim System Discussion

- Sewer Lead Operator Bridget Hilgenberg presented the Council with minutes from a meeting held on February 1, 2018 which was attended by Cliff Knauer, Bill Menadier, Robert Fawcett, Bridgett Hilgenberg, and Mary Rosenheim. The highlights of the meeting were reviewed by Operator Hilgenberg.
- Council directed Sewer & Engineering Staff to collaborate on solutions to bring the Reuse System into operation and present them at the next Council Meeting on March 13, 2018.

2. DEP Conference Call

- Lead Sewer Operator Hilgenberg reviewed minutes of a City Staff conference call held with DEP regarding the Civil Penalties and Expenses Consent Order. The highlights of the meeting were reviewed by Operator Hilgenberg.

3. Sewer Plant Update

- Councilman McCormick requested an update regarding the \$8,000.00 in fines that were approved to be paid to DEP at the last Council Meeting. He wanted to know if the problems have all been corrected. Lead Operator Hilgenberg advised that the Nitrogen in the groundwater and the Rapid Infiltration Basins (RIB) are the only issues on the Consent Order that still need to be corrected. Those issues are being addressed at this time and everything follows compliance with the DEP Consent Order.

IX. Old Business

1. SRF Program Grant Opportunities

- Cliff Knauer approached the podium and requested that the Council address options for the City to begin the process of applying for SRF Grant Opportunities. He suggested that a representative from the City accompany Engineering to Tallahassee to pitch the project and see what grant opportunities the City of Freeport would qualify for. Council

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discussion ensued. Cliff will breakdown the project cost estimates to bring back to the next Council Meeting. Staff will then be directed accordingly.

2. Staff Septic to Sewer Promotion Project
 - Councilman Farris explained to the Council that he would like staff to meet and bring a proposal to the Council to promote septic to sewer ideas.

Council Action: Councilman Farris made a motion to direct the following staff, (Water Supervisor Larry Tuggle, Sewer Supervisor Robert Fawcett, Lead Sewer Operator Bridget Hilgenberg, Billing Supervisor Jennifer Douglas, Planning Director Latilda Hughes Neel, and the City Attorney Clay Adkinson) to meet and develop a presentation for a Sewer Promotion Project for septic to sewer around the Bay Area, to be presented at the next Council Meeting on March 13, 2018. Councilman McCormick seconded the motion.

Public Comment: Mr. Jay Odom approached the podium to discuss the capacity of the Sewer Plant and pre-sold taps.

All ayes, (Brannon, Cuchens, Farris, Green, McCormick); motion carried.

X. New Business

A. Rural Area of Opportunity Memorandum of Agreement

Council Action: Councilwoman Cuchens made a motion to approve the Northwest Rural Area of Opportunity (RAO) boundary change memorandum designated by the Department of Economic Opportunity. Councilwoman Brannon seconded the motion. All ayes, (Brannon, Cuchens, Farris, Green, McCormick); motion carried.

B. Mayor Russ Barley

- Mayor Barley thanked Parks Director Charles Simmons, his staff and those who volunteered at the Night at the Park bonfire. He also thanked Dewberry Preble-Rish, Adkinson Law Firm and Publix for their sponsorship of the event.

C. Councilwoman Brannon: None

D. Councilwoman Cuchens

1. Review of Code
 - Councilwoman Cuchens suggested that the City Code be reviewed by Council and requested that Workshops be scheduled so that the Code be reviewed in sections.

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E. Councilman Farris

1. Direct Legal Staff to Send Letter to the Hills
 - Councilman Farris would like the Council to reconsider sending a letter to both parties and let them know where the City stands on the Washing Street traffic issues.

Council Action: Councilman Farris made a motion to direct City Legal Staff to write a letter to both parties to clarify the Cities position on the Washington Street traffic issues, which were brought to the City Council at the February 13, 2018 Council Meeting. Motion died for lack of second.

Council Action: Councilwoman Cuchens made a motion to direct Mayor Russ Barley to compose a letter to both parties explaining the Council's position on the matters brought to the Council regarding the Washington Street traffic issues on February 13, 2018. Councilman Farris seconded the motion. All ayes, (Brannon, Cuchens, Farris, Green, McCormick); motion carried.

F. Councilwoman Green

1. Impact/Capacity Fees
2. Change Impact Fees to Capacity Fees
 - These items will be placed on the March 13, 2018 Council Meeting Agenda.

G. Councilman McCormick

1. Splash Pad Update
 - Councilwoman Cuchens advised that the final approval of the FRDAP grant will be announced in June or July.
 - Councilwoman Green updated the Council that the groundwork is being laid out by Engineering and Parks Director Simmons.

XI. Public Comment

- Tim Ard approached the podium and updated the Council on the fund-raising efforts for the new Walk of War addition of the Freeport City Veterans Memorial.

XII. Adjournment

Mayor Barley adjourned the meeting at 7:34 p.m.

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FREEPORT CITY COUNCIL

Mayor

ATTEST

City Clerk

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